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DIARY

Assistant for Admin. (DD/I)

Tuesday, 2 June 1953

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1. Discussed with [redacted] various OCD problems including (1) appropriate project write-up of the support to the Library of Congress and (2) steps to be taken to secure necessary T/O revisions, etc. to implement the OCD Library-FDD plan for exploitation of foreign literature under NSCID-16. It was agreed that an appropriate staff study to DD/A would be deferred pending final decision with State concerning the Foreign Publications Branch.

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2. Had lunch with [redacted] OSI, to discuss various administrative items, including space, preparation of the PRC action on the [redacted] project, emergency planning, etc.

3. Received from DD/A approval of the request for the establishment of four positions for staffing of the Executive Secretariat of USCIB to be attached to OCI for administrative support.

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4. Based on discussion with [redacted] requested that Personnel take prompt action in advising [redacted] that there were no opportunities for him for employment with the Agency. [redacted] was anxious that this Agency give [redacted] a yes or no answer to his pending application and, at the same time, advised that he had definite reservations concerning [redacted] based on his [redacted] I found [redacted] that [redacted] had been well shopped by Personnel to no avail and, therefore, suggested that they immediately advise that there were no employment possibilities in the Agency. 25X1A9a

5. Discussed with [redacted] the status of the ceiling situation and he again advised that their plan is to eliminate ceilings and, where appropriate, reduce present authorized T/O to the 1954 budget figure so that there will be only one authorized position figure to control the offices. ORR is the only office in the DD/I area where present T/O is in excess of the budget review position figure - [redacted] - and Dr. Guthe is already taking steps to eliminate 20 slots for fiscal year 1954. I pointed out to [redacted] that, although under the budget review we had voluntarily reduced the budget for 1954 by 219 positions [redacted] that I was aware that other areas in the Agency had not volunteered any reduction and that our original budget figures had been included in the submission to the Bureau of the Budget and Congress. I, therefore, felt that these positions should be held in the reserve of DD/I for any essential requirements that might arise. [redacted] agreed with this, confirming the desirability of DD/I's maintaining the 219 positions as an unallocated "kitty" to meet any contingencies that might arise. Col. White assured me that as soon as possible that definite action would be taken to eliminate present ceilings from the record and that for all practical purposes we should continue to be governed by T/O, the latter subject to increase to the 1954 budget figure based on justification of need. (See next page)

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(Still to be determined, of course, is the extent to which adequate funds will be available to meet the man-year requirements under the budget review figures and any additional man-years that would have to be financed to the extent positions are allocated from the "kitty." In the formulation of the 1955 budget during the next month, we will recompute our 1954 man-year requirements, based on recent factors. It is assumed that these will be higher than the man-years included in the Congressional budget. Our budget review computation showed that the man-year reductions which had been made by the Comptroller in our original figure, based on Budget Bureau allowances, were [REDACTED] below our minimum figure. It is assumed, however, that unless there is a drastic cut by Congress in the overall budget that the Agency will have sufficient flexibility to provide for our additional man-year requirements. However, I am sure that they will have to be fully justified, perhaps including review by the Budget Bureau examiners.)

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